

# **" Confirmation Form " for Tournaments & Banquets**

**Netley Creek Golf & Country Club - [www.netleycreekgolf.com](http://www.netleycreekgolf.com)**

Box 54, Petersfield, MB. R0C 2L0. Tel# 204-738-4653 / Fax# 204-738-2252

**All blanks MUST be completed, signed and returned** to Netley Creek Golf course, before your tournament can be accepted. **Booking Deposit of \$200.00 is required** in order to confirm and hold your date and tee time(s). Failure in not returning form with deposit with forfeit scheduled date and times. Golf course reserves the right to make any adjustments to pricing, times & dinners, due to weather, number of golfers, plates confirmed and food availability. Unless there is a total ALL DAY rainout with lighting **ALL tournaments will proceed as scheduled (Rain or Shine)**, so please dress accordingly. All deposits must be paid in advance prior to confirmation to guarantee or hold your date. **\*Please make cheque Payable to the above name/address. All balances owed must be paid by Cash, Debit or Credit Card prior to event starting (sorry no personal cheques allowed).**

All cancellations **must be made in writing forty (40) days prior to Tournament date to receive a full refund**, less \$75.00 Admin fee. **After (40) days, deposit will be forfeited.** If you cancel less than (5-10) working days prior to tournament or banquet, you will be liable for the entire group's fee. **NOTE:** All tournaments require a food order even if taken off the menu and paid for individually. A **50% food deposit is required (10-14) days in advance**, unless other arrangements have been pre-authorized. **You have a minimum of 6-9 days prior to event to make any final adjustments to your golf or food order numbers.** If not notified within this time frame your final numbers will be confirmed and locked in at your original numbers booked for all meals/carts/golf. However, a **10% reduction in golfers only** will be allowed to help with any last minute No Shows. ie.) You confirm 100 golfers and only 80 show, club will absorb 10% of regular priced (not discounted) green fees, and you will be billed for 90 golfers and all dinners and carts for tournament. **Therefore, it is strongly recommended that ALL FEES BE COLLECTED BY ORGANIZER WELL IN ADVANCE to assure participation. All Balances Owed – must Paid in full (1-1 ½) Hour prior to your first group scheduled to tee off.** Thank you.

**Group/Company Name:** \_\_\_\_\_ . **Organizer/Contact Person:** \_\_\_\_\_  
**Email Address (Work/Res):** \_\_\_\_\_ **Phone/Fax #:** \_\_\_\_\_  
**Mailing Address:** PENDING? \_\_\_\_\_ **Postal :** \_\_\_\_\_

**Tournament/Event Date:** \_\_\_\_\_ **Start Time:** \_\_\_\_\_ **Format Played:** \_\_\_\_\_  
**No. of Golfers & Holes:** \_\_\_\_\_ **9H or 18 H.** **No. of Dinners & Meal Choice:** \_\_\_\_\_  
**No. of Power Carts for Group:** \_\_\_\_\_

**\*ORGANIZER Signature: X** \_\_\_\_\_ **Special Request:** \_\_\_\_\_

**RATE PER GUEST:** \*Flat Group Rate Including (Golf, Power Cart, Meal & Taxes & Gratuities): \$ \_\_\_\_\_ ea.  
Green Fees x No. of Golfers = \_\_\_\_\_  
Power Carts x Booking Rate = \_\_\_\_\_  
\*Meals x No. of Dinners Booked. = \_\_\_\_\_

\*Add applicable Taxes & 12-15% gratuity to Food & Beverage. = \_\_\_\_\_ Cash Bar: Yes or No.

\*LESS (\$200) DEPOSIT PAID = \$ \_\_\_\_\_, Paid by: \_\_\_\_\_ Date Rec'vd: \_\_\_\_\_

\*Add any Tee Gift Items Booked (must be Paid in full 7-10 wks in Advance) : \_\_\_\_\_

**STAFF SIGNATURE** X \_\_\_\_\_ **Date:** \_\_\_\_\_ **Early Bird Bonus Gift:** Yes – No ?

===== **\*\*\* FOR OFFICE USE ONLY: FINAL CONFIRMATION ( 6-10) DAYS PRIOR TO DATE \*\*\*** =====

Date & Time of Event: \_\_\_\_\_ No. of Green Fees: \_\_\_\_\_  
No. of Meals/Dinners: \_\_\_\_\_ No. of Power Carts: \_\_\_\_\_ /Additional Cart Fees: \_\_\_\_\_  
Bottles of Wine/Champagne: \_\_\_\_\_ \*\*Other: \_\_\_\_\_

**Date Confirmed & Auth by: X** \_\_\_\_\_ **NOTES:** \_\_\_\_\_